

Mission: *Lifelong learners will be inspired and developed through effective teaching in a safe and caring environment.*

Vision: *Respect - Pride - Excellence for All*

AGENDA
BOARD OF EDUCATION – SPECIAL MEETING
Instructional Planning Center/Huron Arena
August 26, 2019
5:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Adoption of the Agenda**
5. **Dates to Remember**

August 26-29	Teacher In-Service
August 26	Elementary Open House <ul style="list-style-type: none">▪ Kindergarten – Buchanan / 4:30 – 5:30▪ 1st Grade – Buchanan / 4:30 – 5:30▪ 2nd Grade – Madison / 5:30 – 6:30▪ 3rd Grade – Madison / 5:30 – 6:30▪ 4th Grade – Washington / 6:30 – 7:30▪ 5th Grade – Washington / 6:30 – 7:30
August 27	Middle School Open House / 5:30 – 7:00
August 29 –Sept 2	South Dakota State Fair
September 2	State Fair / Labor Day Holiday
September 3	First Day of School for Grades 1 – 12
September 3-6	Kindergarten Screening
September 9	First Day of School for Kindergarteners
September 27	Homecoming – Early Release
6. **Community Input on Items Not on the Agenda**
7. **Conflict Disclosure and Consideration of Waivers** – The School Board will review the disclosures and determine if the transactions or the terms of the contracts are fair, reasonable, and not contrary to the public interest.
 - a)
8. **CONSENT AGENDA**

The Superintendent of Schools recommends approval of the following:

 - a) **Board Approval of New Hires**

As was mentioned previously, classified personnel, substitute teachers/classroom aides, and volunteers must be approved in order to be covered by our workers' compensation plan.

 - 1) Jayda Shillingstad/Volunteer/VB
 - 2) Rebecca Granados/SPED Para-Educator-Madison 2/3 Center/\$15.65 per hour
 - 3) TAP Employees as follows: Laura Reinders, Crystal Whitney, Robin Axtmann, Linda Thelen, Holly Cundy, Amber Cope, Mallory Cihak, Michelle Hotchkiss, Terry Schlader, Ann Blondheim, Karen Speirs, Angel Clark / Possible positions - Site Supervisor - \$32.77 per hour / Classroom Leader - \$18.11 per hour / Site Greeter - \$13.85 per hour
 - 4) Shirley Brenner/TAP Employee/Classroom Leader - \$18.11 per hour / Site Greeter - \$13.85 per hour
 - 5) Bill Westerberg/Substitute Teacher - \$120 per day / Substitute Para-Educator - \$14.88 per hour

- b) **Contracts for Board Approval**
 - 1) Delretta Halvorson/Revised Contract - +15 hours/+\$1,500.00
- c) **Resignations for Board Approval**
 - 1) Kevin Staples/Custodian – HHS/Hired 7/29/2019
 - 2) Susie Trapp/SPED Para-Educator-Madison 2-3 Center/6 years
 - 3) Lindsey Alves/Study Hall Supervisor-HHS/2 years
- d) **Consideration and Approval of Bills** – See attached list
- e) **Permission to Bid for High School & Middle School Improvements to be funded with Capital Outlay Certificate Proceeds**

(The consent agenda may be approved with one motion. However, if a board member wishes to separate an item for discussion, he/she may do so.)

9. **CELEBRATE SUCCESSES IN THE DISTRICT:
CONGRATULATIONS:**



THANK YOU TO:



10. **REPORTS TO THE BOARD:**

- a) **Good News Report – Karla Sawvell – Summer Feeding Program and Carol Tompkins – School Nutrition Program**
- b) **Superintendent’s Report**

11. **OLD BUSINESS**

- a) **Policy IKF – Graduation Requirements – 1st Reading**
- b) **Teacher Assistance Teams (TAT) Handbook – 2nd Reading**
- c) **Transfer Capital Outlay to General Fund for Fiscal Year 2018-2019**

12. **NEW BUSINESS**

- a) **Board Member Committee Assignments 2019-2020**

13. **ADJOURNMENT**

**Huron School District
New Hire Justification**

Date: 8/5/19

Applicant Information

Applicant Name: Rebecca Granados

Address: 775 Kansas Ave. SE, Huron, SD 57350

Phone: 605-354-7025

Education: BA in Sociology, Northern

Experience: Sub in district since 2016, 2 years Our Home

References: Vanessa Cardona, Robin Sivertsen, Tawney Svoboda, Rhoda Smith, Crystal Whitney, Terri Schlader

Reason for New Hire:

New Position:

Replacement: Georgi Lackey

Position Information

Department: SPED

Position: Para at Madison

Supervisor: Kristle Christensen

Responsibilities: SPED DLC Para

Hours: 7.5 Hours

Hiring Information

Wages: \$15.65

Classification: SPED Para

Wage Justification: Bachelors degree, Sub experience, Our Home

Start Date: 8/26/19

Requested by: - Lori Wehlander (Administrator)

8/25/14

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Laura Reinders

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position: Substitute

hr

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Crystal Whitney

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position: Substitute

hr

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Robin Axtmann

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position: Substitute

hr

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Linda Thelen

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position: Substitute

hr

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Holly Cundy

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position: Substitute

hr

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Amber Cope

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position:

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /hr

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Mallory Cihak

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position:

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /hr

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Michelle Hotchkiss

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position:

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /hr

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Terri Schlader

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position:

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /hr

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Ann Blondheim

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position:

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /hr

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Karen Speirs

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position:

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /hr

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Angel Clark

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position:

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Site Supervisor \$32.77 / hr

Classroom Leader \$18.11 / hr

Site Greeter #13.85 /hr

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

**Huron School District
New Hire Justification**

Date: August 16, 2019

Applicant Information

Applicant Name: Shirley Brenner

Address:

Phone:

Education:

Experience:

References:

Reason for New Hire

New Position:

Replacement:

Position Information

Department: TAP

Position:

Supervisor: Rhonda Kludt Program Coordinator

Responsibilities:

Hours:

Hiring Information

Wages: Classroom Leader \$18.11 / hr

Site Greeter #13.85 /hr

Classification:

Wage Justification:

Start Date:

Requested by:

Linda Pietz – Director TAP

8/25/14

TEACHER'S CONTRACT
Huron School District No. 2-2, Huron, South Dakota

Delretta Halvorson

July 31, 2019

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$ 46586** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **8/26/2019** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of teaching prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Teachers who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the teacher and the Board of Education.

BS+15
Hired 2015-16 w/BS 2 years teaching experience. BS+15 earned July 2019 - \$1,500.00;

CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY THURSDAY, AUGUST 8, 2019

SCHOOL DISTRICT NO. 2-2 OF THE CITY OF
HURON, BEADLE COUNTY, SOUTH DAKOTA

ATTEST:

.....
Business Manager of the School District

By
Chairman of School District Board

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2
CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of teaching days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Witness my hand this 21st day of August, 2019

Witness: Dolly Venables

Print Name: Delretta Halvorson

Sign here: Delretta Halvorson
Teacher

HURON PUBLIC SCHOOLS

150 5th St SW—PO Box 949
Huron, South Dakota 57350-0949

REX SAWVELL

Director of Buildings & Grounds

August 15, 2019

Rex Sawvell

Director of Buildings and Grounds

Dolly Venables

Administrative Assistant

Dolly,

On Wednesday, August 14, 2019, new hire employee Kevin Staples called me at approximately 1:15 p.m. and informed that he would not be reporting for duty thus retracting his acceptance of employment.

Mr. Staples had been offered and had accepted the position of High School night shift custodian and was expected to report for duty on August 19, 2019.

Please remove Mr. Staples from the Huron School District list of employees and consider his phone call his Letter of Resignation.

Thank you.



Rex Sawvell

To: Terry Nebelsick, Heather Rozell, Kristle Christensen
From: Susie Trapp
Re: Resignation
Date: August 15, 2019

It's with a very heavy heart that I write this letter. Some life changing events have occurred in recent weeks. I will no longer be able to continue in my position as a para-professional at Madison School. My husband is taking a Voluntary Leave of Absence from the ministry so we will be moving out of Huron in the near future.

I want to say thanks for the 6 years I have been able to work in such a great environment and wonderful school. I have learned so much especially with Kristle's direction and support. I appreciate all of the students I worked with. Each one will always have a special place in my heart. Madison is a very special place. I have learned a lot from my co-workers and made lifelong friends along the way. I wish everyone the best and to have a wonderful new school year.

Respectfully,

Susie Trapp

From: "Alves, Lindsey" <Lindsey.Alves@k12.sd.us>

Date: Wednesday, August 21, 2019 at 3:25 PM

To: Mike Radke <Mike.Radke@k12.sd.us>

Subject: Re: Maternity Leave

Hey, at this time I will not be coming back for this school year. If the position doesn't get filled for awhile please let me know and I can make a decision if I'm ready to come back! Thank you!

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>	
Checking	1			
Checking	1	Fund: 10 GENERAL FUND		
NORTHWESTERN ENERGY		UTILITIES	1,536.78	
			Fund Total:	1,536.78
			Checking Account Total:	1,536.78

I am Karla Sawvell, MS kitchen team leader, and part of my summer responsibilities include overseeing the Summer Food Service Program. In the spring, you supported our request to conduct this program, and again this year our summer feeding program included the mobile feeding truck. This evening we can share our summer with you!

We got a bit of a late start this year, thanks to our winter weather, but kicked off the first day on June 10 and ended on August 2. For 3 weeks in June, ESL Summer School students ate breakfast and lunch. Also enjoying meals at the MS, were community families, the Nordby Center Day Camp and the Huron Parks and Rec Day Camp, volleyball camp attendees, driver's ed. students, and returning marching band students. Total meals served at the MS were 11,610.

Splash Central and Prospect Park were the mobile truck stops. Service to these two stops was also June 10-August 2. Offerings included a variety of sandwiches, snackables, yogurt and fresh fruit and veggies in each day's meal. A new addition this summer on the mobile truck was selling meals to adults, so that both caregivers/parents could enjoy lunch together. Total meals served from our mobile truck were 2,370.

We seriously look at the total numbers of the program year to year, but the rewarding result is that children were fed, 13,980 meals were eaten. Our food service department purchased fresh cucumbers and lettuce from a local grower, served these both on the truck and at the MS and the children really enjoyed them. "What a value" and "I don't have to cook today" were comments we received from some of the adults joining us.

Our thanks again this August go out to Dakota Provisions for another generous \$1000.00 donation to our summer feeding program. Their continued interest and concern for community members helped us reach those who received the benefit of the programs' goal in providing summer meals when school is not in session.

And thanks to the Huron Board of Education for allowing us to operate the Summer Food Service Program again this year.

School Nutrition invites the Board of Education, all staff, parents and grandparents, and community members to eat lunch with us any time this year! Wishing you all the best of school years!



**Huron Public Schools
1045 18th Street SW
Huron, South Dakota 57350**

**Office: 605-353-6909
Fax: 605-353-6910
Email: carol.tompkins@k12.sd.us**

**Carol Tompkins
School Nutrition Director
Concessions Director**

TO: Board of Education

DATE: August 8, 2019

RE: Good News Report for School Nutrition 2019-2020

We have a lot of good news to report from the Nutrition Department, it has been an extremely productive and busy summer.

Both of our summer nutrition programs went well; we were slightly down in meal numbers at both the MS and the mobile programs. This was mostly due to starting later at the MS because of the snow days and at mobile because we were rained a few days. Overall, we still served a respectable 14,000 meals this summer in both programs.

I want to thank all of you first, Rex Sawvell, his staff, and others for all the repairs and maintenance this summer. It was not all done not necessarily just for food service, but it sure was an upgrade for us and all looks wonderful! Our parking lot, access road to the MS foodservice entrance is now bump free, paved, and striped. The old cracked crooked sidewalk was replaced easier for us to use and for snow removal too this winter. The inside of the MS kitchen and garage got a complete ceiling to floor coat of paint over the summer and looks so clean and so nice!

We replaced our 20+ year old food service point of sale system with a new updated cloud based system called Mosaic. Our cashiers trained for two days in July and even though it is a similar system, there were many new things to learn. Should we have no internet during serving periods no problem we no longer need to directly connect to a server. So many things we were doing manually before are now just a part of this new system such as daily student updates from Infinite Campus, adding our students from the State Snap list, cross check for matches to other children in the household or superseding a F& R application, inputting F&R applications this year, which allows Mosaic to determine and verify these applications. As we move forward and can compile parent email addresses and may even get letters and notes sent home via email. It is truly quite amazing and will definitely be a good change for the better!

Our next big technical change was going to online menus in the form of the Nutrislice app. It is available to anyone by downloading the app onto any device. No more creating, printing, and sending out paper menus. Parents, staff, and students themselves can download this app and even print a menu for themselves. It also has filters to let you know which foods have any of the BIG 8 allergens or which items are whole grain. Each food item will eventually have a photo; all currently have nutritional information, and carb counts. There is a carb list and for each menu. All these items may be used or printed by school nurses, parents, or anyone. Menus may be viewed or printed with a choice of language and many other personalized choices. We will continue to have the Plainsman print our menus weekly.

We have continued to add the district branding by adding logos into food service environment by changing our uniforms which now will have district colors and logs on them. Changing some signage in the HS servery and adding logos to these as well hopefully done prior to school starting. We will continue to support this branding effort in food service and so far have really enjoyed updating our look with them.

Our last piece of good news are the grants we have been awarded. We received a second equipment grant last spring and purchased a second new combi oven, which replaced our 20-year-old broken one. We learned a couple weeks ago we were awarded the FFVP grant for 19-20 school year. Together these two grants totaled \$95,199.00. We will continue to look and apply for grants to benefit our nutrition program and our students.

Our summer has been full of change, but because of them we feel better prepared to begin the new school year.

GRADUATION REQUIREMENTS

In an effort to help students graduating from Huron High School be adequately prepared in today's society, minimum graduation requirements have been established. These requirements are listed in the Huron High School student handbook for each graduating class currently enrolled in Huron High School. These requirements are updated and approved by the School Board each year prior to the beginning of the school year. The current graduation requirements may be listed with this policy; however, the specific requirements will be documented in the student handbook.

NOTE: A student who graduates by having completed a specific program as described in his/her IEP, signifies that he/she no longer requires special education services. The student will receive a "Certificate of Attendance" if the IEP does not meet graduation requirements. The student will receive a diploma if the modifications within the IEP still meet the graduation requirements in accordance with state statutes.

GRADUATION REQUIREMENTS

IKF

In an effort to help students graduating from Huron High School be adequately prepared in today's society, minimum graduation requirements have been established. These requirements are listed in the Huron High School student handbook for each graduating class currently enrolled in Huron High School. These requirements are updated and approved by the School Board each year prior to the beginning of the school year. The current graduation requirements may be listed with this policy; however, the specific requirements will be documented in the student handbook.

NOTE: A student may graduate with a regular high school diploma awarded to the preponderance of students in the district by having completed a specific program as described in the student's IEP that aligns with the state standards and state graduation requirements. A student will receive a "Certificate of Attendance" if the IEP does not meet state graduation requirements and is aligned to the alternate academic standards and alternate assessment.

7/2019

School Board Meeting August 26, 2019

Old Business – Transfer from Capital Outlay to General Fund

Original Request

The August 12, 2019 recommendation is to pass a motion authorizing the Business Manager to make a transfer not exceeding \$860,000 from the Capital Outlay Fund to the General Fund. The goal will be to only transfer what is needed to keep the General Fund even with where it began the year for cash flow purposes.

More information

The purpose of looking at fund balance in the general fund on June 30 is to make sure it is set at a level that the general fund has enough cash to cash flow throughout the entire year. Cash on hand low points are in May and November before real estate taxes and the monthly state aid payment are received near month end. The school receives the real estate taxes from the county the next month after they are paid to the county.

Fund balance percentage is a simple ratio calculated by dividing fund balance by the total expenditures for the year. Current State law is fund balance in the general fund must be 25% or less or State Aid is reduced. In FY 2010 the general fund ended the year with a fund balance of \$3,730,000 and expenses were \$12,796,000; so fund balance was 29%. Since 2010 fund balance gradually declined to 14% at the end of FY 2017. At that time it was decided to hold fund balance at 14% or about \$2,400,000 for cash flow purposes. For FY 2019, with the reserve for pension removed (currently \$460,000), the general fund ended the year with a fund balance of \$1,540,000 and expenses of \$20,060,000; so fund balance is 7.7%

Looking back at the past 2 years, the general fund cash on hand at the end of April and October has been \$2,400,000 to \$2,500,000. Of this amount, \$460,000 is reserved for the pension fund. For FY 2020 we are budgeted to spend \$1,747,000 per month. ($\$2,400,000 - \$460,000 - \$1,747,000 = \$193,000$).

Without a transfer to the general fund the calculation of cash on hand in May and November would be approximately ($\$1,540,000 - \$460,000 - \$1,747,000 =$ negative \$667,000.)

The capital outlay fund began the year with a fund balance of \$1,806,000. We ended the year with a fund balance of \$8,753,000; of which \$6,165,000 is unspent capital outlay certificate proceeds to be used for construction. Removing the capital outlay certificates from the fund balance leaves \$2,588,000 which is an increase in fund balance of \$782,000. There is an increase in fund balance because some budgets were frozen at 50% to save money to support the general fund.

Looking back at the past 2 years, the capital outlay fund cash on hand at the end of April and October has been about \$800,000. For FY 2020 we are budgeted to spend \$291,000 per month. ($\$800,000 - \$291,000 = \$509,000$).

The total property valuation for the Huron School District is currently \$1,258,071,277. Prior to the new school funding formula law implemented in 2016, capital outlay tax could be levied at \$3.00 per thousand ($\$1,258,071,277 / \$1,000 = \$1,258,071$) ($\$1,258,071 \times \$3.00 = \$3,774,213$).

Under the new formula that caps growth based on CPI, our maximum allowable capital outlay tax request for 2019 payable in 2020 is \$3,607,592, a reduction of \$166,621.

Under the new formula, our maximum tax levy for capital outlay for 2019 payable in 2020 is \$2.867. ($\$3,607,592 / \$1,258,071,277 = \2.867)

Reducing the capital outlay tax request for 2019 payable in 2020 by \$500,000 would result in the capital outlay tax levy being approximately \$2.47, a reduction of \$.397 per thousand. On a property valued at \$100,000 the tax reduction would be approximately \$39.70. On a property valued at \$1 million the reduction would be approximately \$397.

The five-year capital outlay planning document is attached also to show the things the capital outlay fund is used for.

Huron School District 2-2

Proposed 5-Year Capital Outlay Plan

Location	Description	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Instructional						
Buchanan (K-1)	Instructional Equipment Furniture	15,000	15,000	15,000	15,000	15,000
Huron Colony	Instructional Equipment Furniture	2,500	2,500	2,500	2,500	2,500
Madison (2-3)	Instructional Equipment Furniture	14,000	14,000	14,000	14,000	14,000
Washington (4-5)	Instructional Equipment Furniture	12,000	13,000	14,000	14,000	14,000
Riverside Colony	Instructional Equipment Furniture	2,500	2,500	2,500	2,500	2,500
Elementary	Textbooks	150,000	150,000	150,000	150,000	150,000
Middle School (6-8)	Instructional Equipment Furniture	19,000	19,000	19,000	19,000	19,000
Middle School	Textbooks	75,000	75,000	75,000	75,000	75,000
High School (9-12)	Instructional Equipment Furniture	31,000	31,000	31,000	31,000	31,000
High School	Textbooks	100,000	100,000	100,000	100,000	100,000
Vocational	Instructional Equipment Furniture	11,000	11,000	11,000	11,000	11,000
Pride High	Instructional Equipment Furniture	2,000	2,000	2,000	2,000	2,000
Special Services	Instructional Equipment Furniture	2,000	2,000	2,000	2,000	2,000
Our Home	Instructional Equipment Furniture	2,000	2,000	2,000	2,000	2,000
Library	Elementary Library Books	33,000	33,000	33,000	33,000	33,000
Library	Middle School Library Books	15,000	15,000	15,000	15,000	15,000
Library	High School Library Books	20,000	20,000	20,000	20,000	20,000
Library	Equipment	10,000	10,000	10,000	10,000	10,000
Total Instructional		516,000	517,000	518,000	518,000	518,000
Technology						
District	Technology - Software Licenses	25,000	25,000	25,000	25,000	25,000
District	Technology - Hardware	80,000	100,000	100,000	100,000	100,000
Elementary	Technology - Hardware	69,000	69,000	69,000	69,000	69,000
Middle School	Technology - Hardware	70,000	70,000	70,000	70,000	70,000
High School	Technology - Hardware	25,000	25,000	25,000	25,000	25,000
High School	Student Technology - Hardware	-	-	420,000	-	-
High School	Student Technology - Apps	6,000	6,000	6,000	6,000	6,000
Total Technology		275,000	295,000	715,000	295,000	295,000
Support Services						
School Board	Equipment - TV Studio and Broadcasts	5,000	5,000	5,000	5,000	5,000
Supt's Office	Equipment	2,000	2,000	2,000	2,000	2,000
Arena Mgr.	Equipment	7,000	7,000	7,000	7,000	7,000
ESL Office	Equipment	2,000	2,000	2,000	2,000	2,000
Fiscal Services	Equipment	5,000	5,000	5,000	5,000	5,000
Copiers	Equipment	25,000	25,000	25,000	25,000	25,000
Trans. Director	Equipment	2,000	2,000	2,000	2,000	2,000
Bldg and Grounds Dir.	Equipment	2,000	2,000	2,000	2,000	2,000
Curriculum Dir.	Equipment	2,000	2,000	2,000	2,000	2,000
Transportation	Buses and Fleet Vehicles	220,000	220,000	220,000	220,000	220,000
Transportation	Software Licenses	6,000	6,000	6,000	6,000	6,000
Food Service	Equipment	25,000	25,000	25,000	25,000	25,000
Food Service	Dishwasher in Middle School		100,000			
District Wide	Combined Co-Curr. Activities Equipment	20,000	20,000	20,000	20,000	20,000
High School	Band Uniforms			200,000		
District Wide	Music Equipment	100,000	20,000	20,000	20,000	20,000
Total Support Services		423,000	443,000	543,000	343,000	343,000
Building Improvements						
District Wide	Carpet in various places	25,000	25,000	25,000	25,000	25,000
District Wide	Undesignated Building Repairs	175,000	175,000	175,000	175,000	175,000
District Wide	Roof Repairs	10,000	10,000	10,000	10,000	10,000
District Wide	Maintenance Equipment - Custodians	30,000	30,000	30,000	30,000	30,000
District Wide	Maintenance Agreements - Honeywell	40,000	40,000	40,000	40,000	40,000
Total Buildings		280,000	280,000	280,000	280,000	280,000
Ground Improvements						
District Wide	Maintenance Equipment - Grounds	75,000	75,000	75,000	75,000	75,000
District Wide	Seal Coat Parking Lots	50,000	50,000	50,000	50,000	50,000
District Wide	Pavement Repairs	50,000	50,000	50,000	50,000	50,000
District Wide	Undesignated Grounds Repairs	50,000	50,000	50,000	50,000	50,000
Total Grounds		225,000	225,000	225,000	225,000	225,000
Debt Service						
District Wide	Debt Service - Fiscal Agent Fees	2,000	1,000	1,000	1,000	1,000
Madison Phase I	Debt Service - Principal	90,000	90,000	90,000	100,000	100,000
Madison Phase I	Debt Service - Interest	51,000	51,000	45,000	41,000	38,000
REED Fund	Debt Service - Principal	30,000	30,000	30,000	30,000	30,000
State Energy Loan	Debt Service - Principal	150,000	150,000	150,000	150,000	150,000
2019 Facilities	Debt Service - Principal	-	270,000	275,000	285,000	295,000
2019 Facilities	Debt Service - Interest	150,000	195,000	188,000	180,000	171,000
Tiger Stadium	Debt Service - Principal	560,000	575,000	590,000	600,000	615,000
Tiger Stadium	Debt Service - Interest	120,000	110,000	89,000	77,000	62,000

Huron School District 2-2

Proposed 5-Year Capital Outlay Plan

Location	Description	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
	Total Debt Service	1,153,000	1,472,000	1,453,000	1,464,000	1,462,000
	General Fund					
District Wide	Transfer	746,000	415,000	300,000	461,000	862,000
	Total General Fund	746,000	415,000	300,000	461,000	862,000
	Total Capital Outlay	3,618,000	3,647,000	4,039,000	3,586,000	3,985,000
	Unallocated Amount	-	-	(283,000)	283,000	-
	Cumulative Unallocated Amount	-	-	(283,000)	-	-
	Amount Available to Budget with Max Levy	\$3,618,000	\$3,647,000	\$3,756,000	\$3,869,000	\$3,985,000



Huron School District #2-2
Board Member Committee Assignments

Board Member Committee
Assignments 2019-2020

Board Member Committee Assignments 2019-2020

District Negotiator	Rodney Freeman
Teacher Negotiations	Tim Van Berkum Garret Bischoff
Custodial/Food Service Para-Educator/Full Time Personnel	David Wheeler Shelly Siemonsma
Tax Equalization Committee	Shelly Siemonsma David Wheeler (alt)
Tax Increment Finance Project Review Committee	Tim Van Berkum Garret Bischoff
Health Insurance Committee	Craig Lee
School Improvement Committee	Craig Lee Garret Bischoff